Command Overview

February 2016

CAPT Chris Harris
Commanding Officer

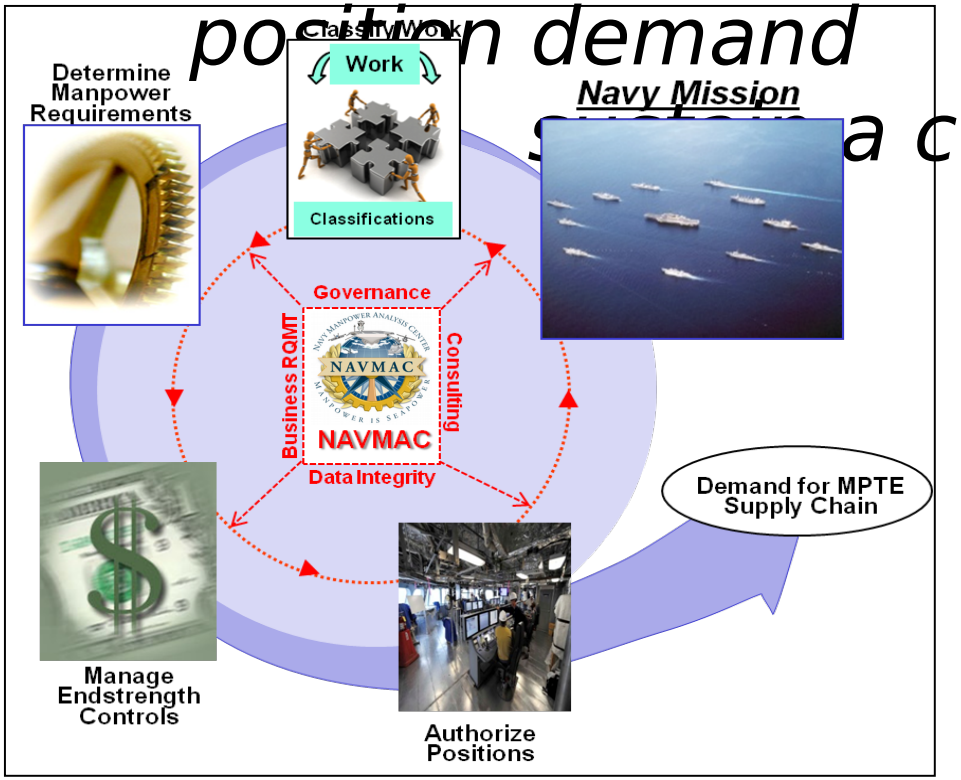
CDR Terrence Jones
Executive Officer

Mr. George Vogel
Technical
Director

Navy Manpower Analysis Center

Defining the Manpower Demand

...we define, translate, and classify the Navy's work into a workforce structure and position demand signal to sustain a combat ready force...



Vision

...we lead the Navy in manpower solutions...

Adding value by defining Navy's work and creating accurate manpower demand signals for FIT

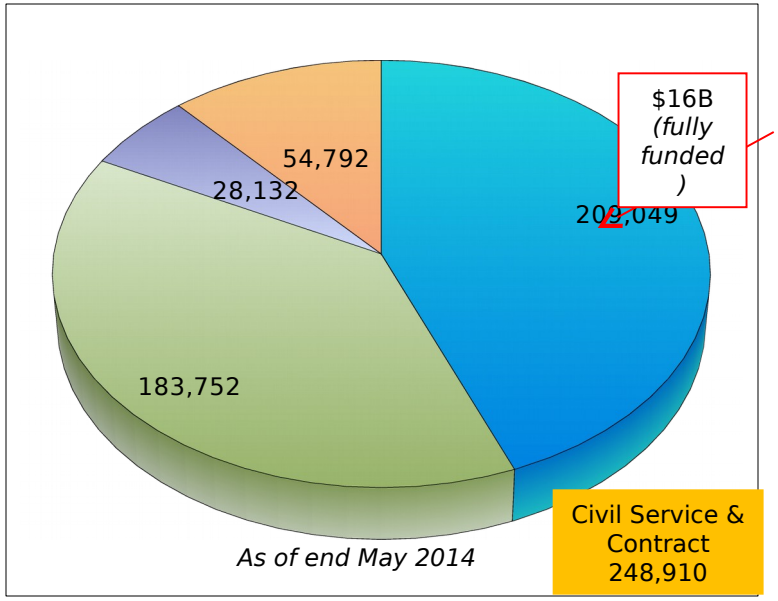
Navy Manpower Analysis Center

At a Glance

Mission Areas

- Navy's Occupational Classification Systems
- Fleet Manpower Requirements Determination
- Navy's Manpower Management Program Administration
- Navy's Manpower Information System Business RQMT

Navy Military Manpower RQMTs



Primary Outcomes

- Effective Job & Qualifications Management
  - Military human resources structures (e.g., Rating, NEC, NEBC, Designator, AQD, NOBC, SUBSPEC)
- Valid Ship/Squadron Manpower Requirements
  - 209K RQMTs - 44% of Navy's Military RQMTs
- Effective Manpower Management Processes & Policies
  - Authoritative Activity Manpower Documents (AMDs) for 6,200+ Units & 725K Positions
- Effective Information System Performance of Manpower Processes
  - TFMMS and NMRS performance (40+ Outgoing Interfaces)

NAVMAC Core Business Processes

Define Navy's Manpower Demand

Conduct Manpower Studies

(Manpower Documents (SMD, SQMD, FMD), Staffing Standards, Occupational Standards, Models)

Perform Manpower Assessments

(PSMD, NTSP, ROC/POE, Manpower Change Request, Rating Mergers, SCRs, RISs, "What ifs")

Manage Manpower Programs & Projects

(Manpower Instructions/Manuals, NOOCS & NEOCS, Configuration Control/Functional Review Boards)

Outcome

Proper Position Demand Signal

Navy Occupational Classification Systems	***Fleet Manpower Requirements Determination***	***Navy Manpower Mgmt Program Administration***	***Navy Manpower Information System Business RQMT***
Code 10	Codes 30 & 40	Code 20	FMO

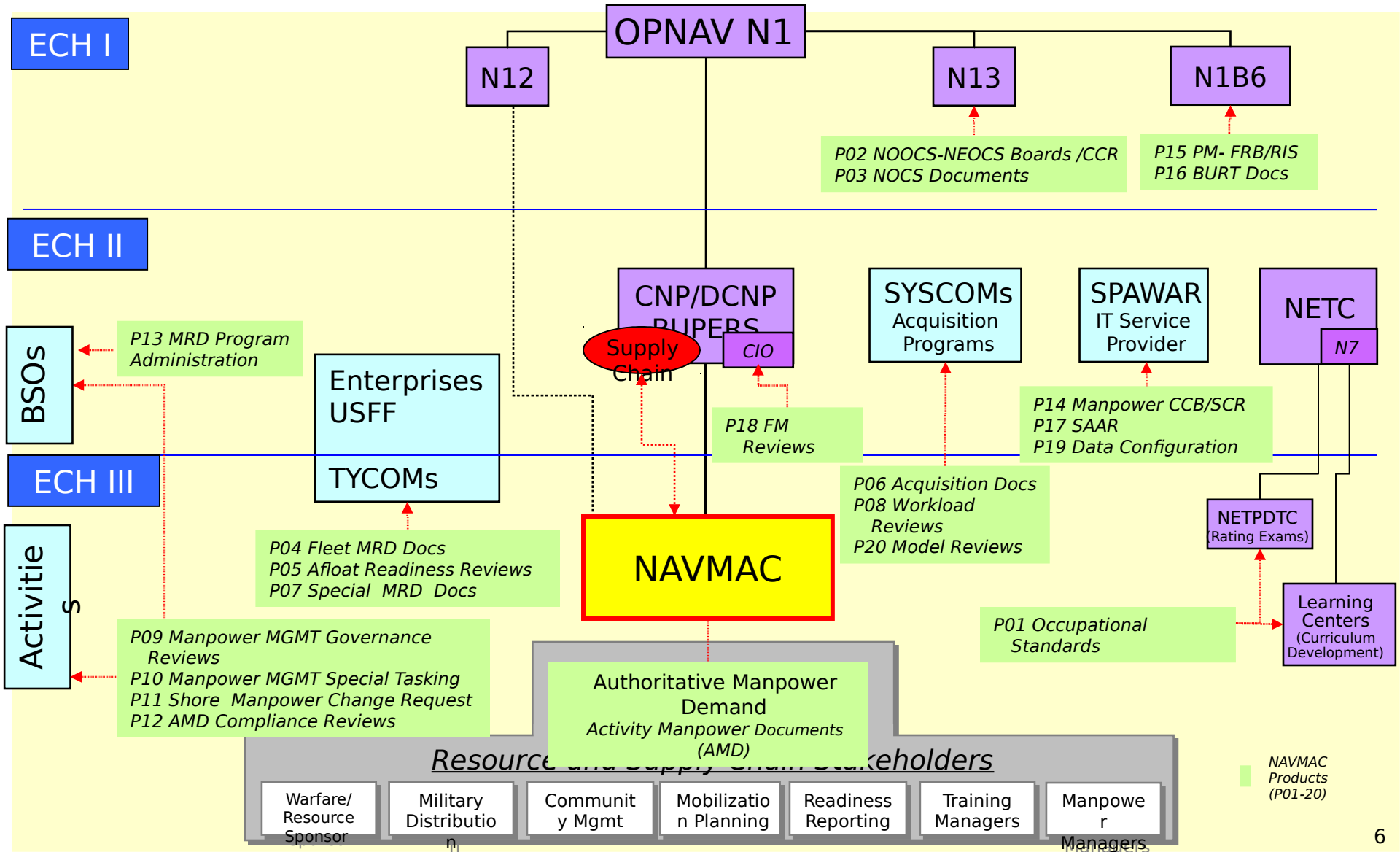
What do we Produce

Products Supporting MFT

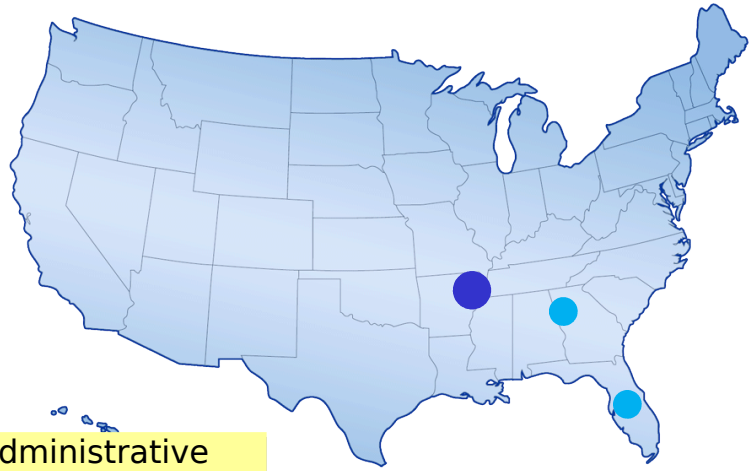
Mission Area	Function	Product/Service
M1 Navy's Occupational Classification Systems (NOCS)	**F1** Administer the Officer and Enlisted Occupational Classification Structure	**P01** Navy Enlisted Occupational Standard (NEOS) Documents
		P02 NEOCS / NOOCS Board Administration
		P03 NOCS Governance Reviews (e.g., Instructions, Coding validation)
M2 Fleet Manpower Requirement Determination (FMRD) Program	**F2** Develop and document manpower requirements for all fleet activities within the Navy	**P04** Fleet Manpower Requirements Determination (FMRD) Documents
		P05 FMRD Readiness Reviews (AMDs, MPTs)
	F3 Provide manpower requirements determination support for Navy's acquisition programs and initiatives	**P06** Acquisition Manpower Documents (Supporting PSMD/PSQMD, MER
		P20 Manpower Model Reviews
		P07 Special Tasking Manpower Documents
		P08 Workload Document Reviews (e.g., NTSPs, ROC/POEs)
M3 Navy's Manpower Management Program Administration	**F4** Provide technical consulting services in all areas of manpower management to manpower managers, manpower Budget Submitting Offices (BSOs) and OPNAV sponsors	**P09** Manpower Management (MM) Governance Reviews (e.g., Policy Documents, Policy Portal Topics, Conferences, SCRs, NOCS Requests, etc)
		P10 Manpower Management Administration Special Tasking
	F5 Provide direct support to CNO central authority to enforce policy or additional technical guidance needed to achieve objectives of total force manpower management	**P11** Shore Activity Manpower Document (AMD) Change Request (MCR) Reviews
		P12 AMD Position Data Compliance Reviews
	F6 Provide direct support to Chief of Naval Operations (CNO) in managing the Navy Manpower Requirements Program	**P13** Manpower Requirements Determination (MRD) Administration
M4 Navy's Manpower Information System (IS) Business Requirement	**F7** Provide functional management support for assigned manpower Automated Information Systems (AIS)	**P14** Manpower Information System Configuration Control Boards (CCB) Administration
		P15 Position Management Functional Review Board (PM-FRB) Administration
		P16 Manpower Business Requirement (BURT) Documents
		P17 Manpower Information System User Accounts
		P18 Functional Manager Governance Reviews (e.g., DADMS, Audits)

NAVMAC Navy-wide Customers

Who gets our products (P01-20)



Organization & Workforce



Commanding Officer
CAPT Chris Harris

Technical Director
Mr. George Vogel, GS-15

Functional Management Office
FMO
Mr. John Nickle, GS-13

Executive Officer
CDR Terrence Jones

Administrative Support
LT Ravel Pirouznia

Occupational Classifications
Code 10
LCDR Katie McLeod

Manpower Programs
Code 20
Mr. Doyle Avant, GS-14

Aviation Programs
Code 30
CDR Benjamin Moore

Afloat Programs
Code 40
CDR Kevin Sutton

Senior Analytical Staff

- Manpower Analysis
- Industrial Engineering
- Organizational Psychology
- Human Resources
- Warfare Specialties

Integrated Team

- 14 Officers
- 48 Enlisted
- 34 Civil Service
- 7 Civil Service (Remote)
- 5 Contractors

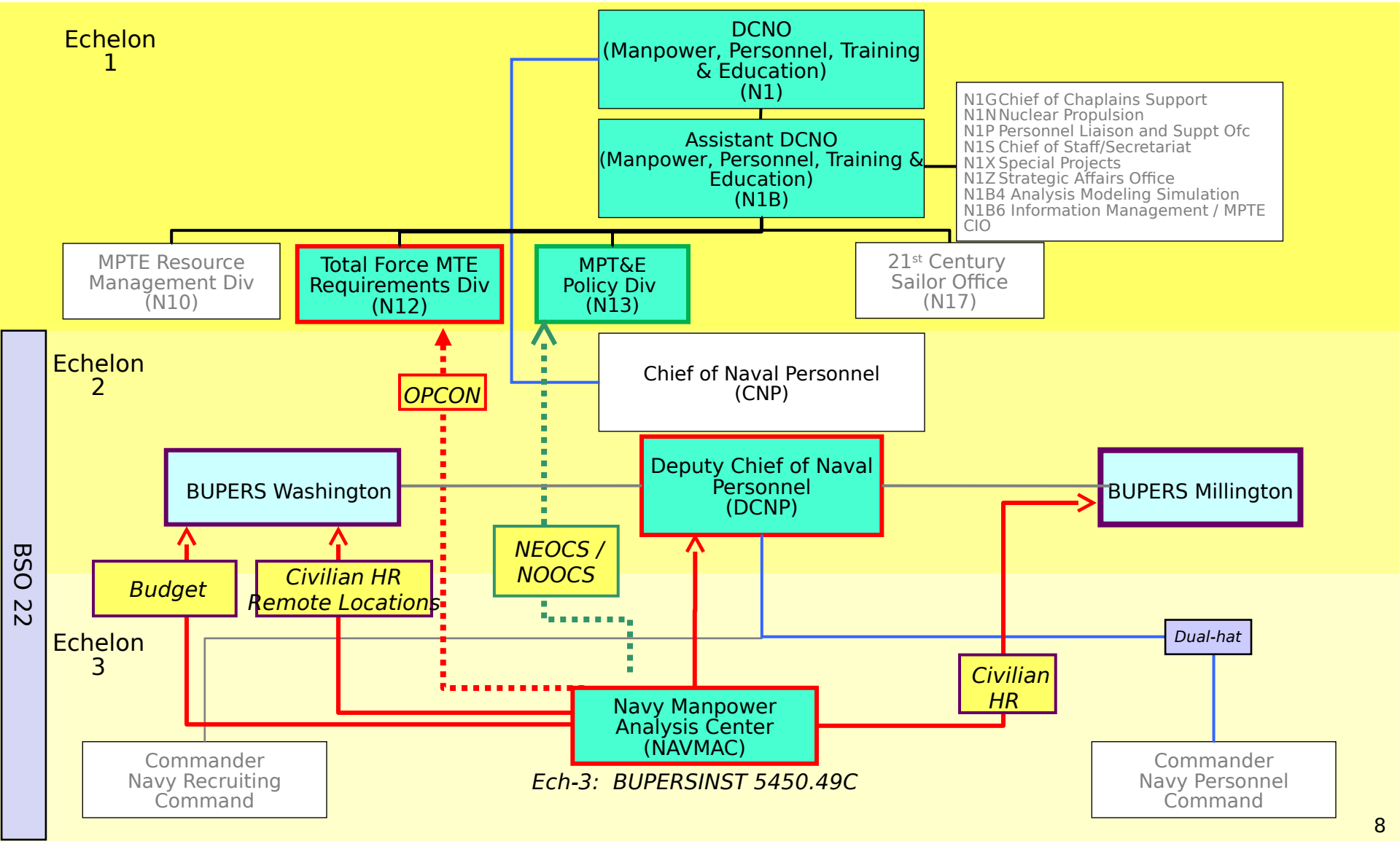
108 Total Workforce

Locations

- Millington, TN
- Orlando, FL

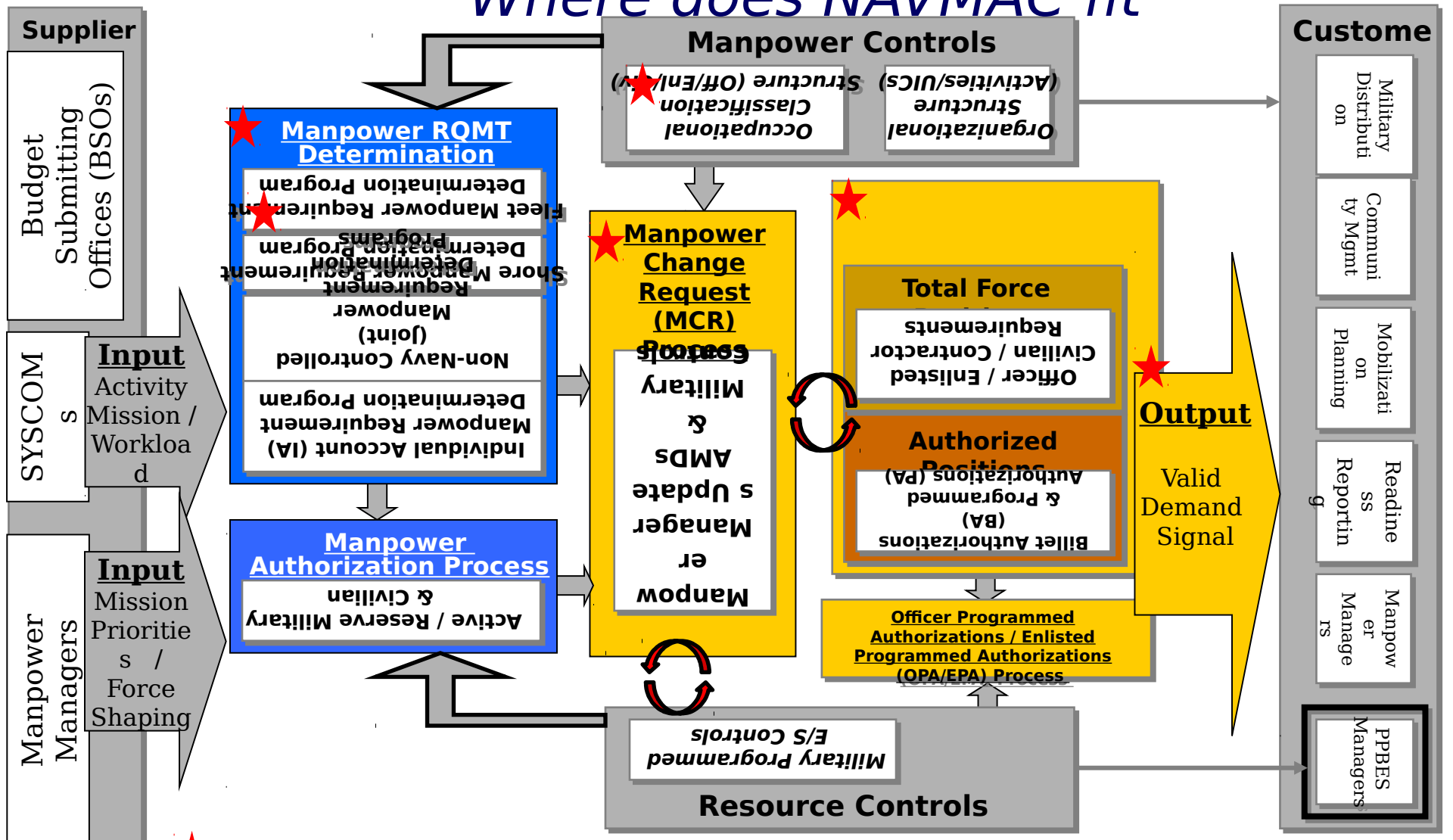
Organizational Alignment

Complex Relationships



Manpower Management Process

Where does NAVMAC fit



NAVMAC Business Functions

NAVMAC Focus Areas

Concerns / Issues

- Manpower Information Systems:
  - Inability to keep up with changes in manpower processes, support current manpower management processes, respond to increasing information assurance and accessibility requirements
- Manpower Processes:
  - Resource-intensive for both manpower managers and the fleet
  - Do not fully support new war-fighting capabilities, platforms and concepts (LCS, UAV, AEGIS ashore)
  - Do not meet stakeholder needs for analytical rigor, robust data management, MPTE supply chain management and cost optimization
- Manpower Standards:
  - Manpower requirements for ships/squadrons may be degrading due to Fleet Manpower Requirements Determination (FMRD) staffing standards, manpower allowances, factors and assumptions not reflecting current fleet operations
  - Occupational Standards may be degrading due to tasks not meeting the required level of validity that is obtained from a broad based (fleet-wide) assessment of sailors actually performing the work

Strategy & Initiatives

Goal-1
Improve Navy manpower products to support a skill-based workforce
Goal-2
Define and structure manpower business requirements to comply with DOD/DON Information Management (IM) initiatives
Goal-3
Improve framework and business requirements for Navy Position Management Line of Business (PMLOB)
Goal-4
Increase visibility, availability, and usability of NAVMAC information
Goal-5
Increase stakeholder confidence in NAVMAC products and services
Goal-6
Foster an effective workforce to maximize NAVMAC capabilities

Three-pronged Strategy

Modernize Business Capabilities

- Increase Availability, Access, Accuracy and Agility

Improve Manpower Processes

- Assess Current Processes & Products
  - Update Inputs, Standards, Factors, & Assumptions
- Develop New Processes & Products
  - Develop New Data Collection & Computations Methods

Leverage MPTE Resources

- Science & Technology - Simulation Toolset for Analysis of Mission, Personnel, & Systems (STAMPS)
- N1/N81 Analytic Agenda – Annual Submissions
- NETC Tools – Survey & Database Capabilities

Major NAVMAC Initiatives

- Modernize Navy Manpower IT Systems
  - Modernize TFMMS - Software development
  - Modernize NMRS - Developing Business Case Analysis (BCA)
- Improve Fleet Manpower Requirements Determination (FMRD)
  - Implement new 30% MRPA allowance
  - Develop new Fatigue allowance
  - Develop new optimization model using STAMPS Manpower Planning and Optimization Toolset (MPOT)
- Modernize Occupational Classification
  - Deploy Navy Job Analysis (NJA) process containing analytical rigor and robust data mgmt using MPTE NJA Cross Functional Team (CFT)
  - Streamline & automate NOOCS / NEOCS administration

Navy Initiatives

- Shore Manpower Requirements Determination Program (SMRDP) Assessment (N81/N12)
- Afloat Navy Workweek Assessment (SURFOR/PACFLT/USFF)
- Nuclear Deterrent Enterprise Review (SECDEF)

Recent Accomplishments

FY14 Production

Key Number of Products Completed

- 20 Enlisted OCCSTD Studies
- 124 NEOCS/NOOCS Change Requests (CCRs)
- 24 FMRD Studies
- 154 FMRD Workload Doc Reviews
- 9 MRD Program Administration Tasks
- 18,714 AMD Position Reviews
- 65 Manpower IT System Change Requests (SCRs)

Key Product Performance Measures

- 100% of OCCSTDs meet Periodicity Criteria
- 26% of CCR meet Cycle Time Criteria
- 51% of SQMDs, 43% of SMDs, 54% of FMDs, 86% of MRWs, 65% of STSTDs meet Compliance Criteria
- 85% of MRD Policies meet Effectiveness Criteria
- 85% of AMM / TFMMS Business Reqts met
- 54% of FMRD / NMRS Business Reqts met

**Stakeholder Approved*

NAVMAC Initiatives

- Sustainment of TMMCA/NMRS
  - Completed implementation of sustainment modules
- Modernization of TFMMS/NMRS
  - Contract awarded for AMM/TFMMS development
  - Released and assessed RFI for NMRS
- FMRD Improvements
  - STAMPS MPOT data structure visit
- Navy Job Analysis (NJA) Project
  - Loaded OCCSTD into AIM/CPM (NETC Self-service)
  - Completed draft Navy Task Classification (NTC) taxonomy (Universal tasks)
  - Completed development of NODCAM (data mgmt tool) prototype
- Navy Occupational Classification System Administration
  - Completed BPR “as-is” modeling
  - Completed draft NOCSS Business RQMT document
- Updated FMRD BURT v1.1 & AMM BURT v1.1

Navy Initiatives

- SMRDP Assessment (CNO N12) – Developed draft MFT Instruction
- Afloat Workweek (SURFOR/PACFLT/USFF) – Monitoring NPRST study
- Gender Neutral OCCSTDs Review (N13) – Completed review of all Occupational Standards
- HBSS / CANES IT Workload Assessment (NAVCYBERFOR) – Completed impact study

NAVMAC Production Plan

Product Production

Mission Area	Product	Production Metric – Number Closed (Completed/Canceled) in FY	FY11 Actual	FY12 Actual	FY13 Actual	FY14 Actual	*FY15 Planned*
M1 Navy's Occupational Classification Systems (NOCS)	P01	Number of Job Analysis Studies	2	15	25	21	*19*
	P02	Number of NOCS Classification Change Requests (CCRs)	150	164	152	124	*145*
	P03	Number of NOCS Tasks	N/A	16	23	16	*20*
M2 Fleet Manpower Requirement Determination (FMRD) Program	P04	Number of Aviation Manpower RQMT Determination (MRD) Studies	13	32	9	17	*33*
		Number of Afloat / Exped MRD Studies	12	20	11	6	*12*
	P05	Number of Readiness Reviews (A-MPT, BCRs)	481	788	747	590	*721*
	P06	Number of Aviation Acquisition Programs Assisted	6	15	8	6	*7*
		Number of Afloat Acquisition Programs Assisted	6	13	14	11	*12*
	P20	Number of Acquisition Manpower Model Reviews	0	0	0	0	*0*
	P07	Number of Aviation Special Tasks	12	8	2	2	*2*
		Number of Afloat / Expeditionary Tasks	5	12	5	2	*8*
	P08	Number of Aviation Workload Doc Reviews	31	37	50	41	*41*
		Number of Afloat/Exped Workload Doc Reviews	75	112	118	113	*100*
M3 Navy's Manpower Management Program Administration	P09	Number of Policy Reviews	864	1082	516	508	*500*
	P10	Number of Special Policy Tasks	8	12	11	31	*20*
	P11	Number of Shore Manpower Change Requests (MCRs)	5298	5143	4897	4972	*4800*
	P12	Number of Activity Manpower Document (AMD) Position Reviews	N/A	N/A	1497	18714	*4200*
	P13	Number of MRD Tasks	4	5	14	9	*10*
M4 Navy's Manpower Information System (IS) Business Requirement	P14	Number of System Change Requests (SCRs)	124	88	73	67	*50*
	P15	Number of Request for Information Services (RISs)	0	2	0	1	*1*
	P16	Number of Business Requirement (BURT) Change Requests	882	340	59	94	*30*
	P17	Number of User Account Requests	206	452	256	554	*725*
	P18	Number of Manpower IS Policy / Governance Tasks	47	114	127	409	*330*
	P19	Number of Data Configuration Tasks	259	276	82	138	*100*

NAVMAC Production Plan

Key Performance Standard Metrics

	Mission Area	Functions	Lead Office	Performance Standard Metric	FY11 Actual	FY12 Actual	FY13 Actual	FY14 Actual	*FY15 Planned*
M1	M1 Effective Navy Occupational Classification System (NOCS)	F1 Administer the Officer and Enlisted Occupational Classification Structure	Code 10	Percent of Approved NEOS Documents Meeting Review Periodicity Standards	92%	98%	98%	100%	*100%*
			Code 10	Percent of Completed CCRs Meeting Cycle Time Standards FYTD	28%	38%	52%	26%	*60%*
M2	M2 Valid Fleet Manpower Requirements Determination (FMRD)	F2 Develop and document manpower requirements for all fleet activities within the Navy	Code 30	Percent of Approved FMRD Documents in Compliance with FMRD Performance Criteria	N/A	62% SQMD 100% MRW	53% SQMD 95% MRW 45% STSTD	51% SQMD 86% MRW 65% STSTD	*65% SQMD 92% MRW 66% STSTD*
			Code 40		N/A	65% SMD 21% FMD	75% SMD 47% FMD	43% SMD 54% FMD	*82% SMD 63% FMD*
		F3 Provide manpower requirements determination support for Navy's acquisition programs and initiatives	Code 30	Percent of Completed Manpower Workload Document Reviews Meeting Cycle Time Standards FYTD	100%	100%	100%	100%	*100%*
			Code 40		100%	100%	100%	100%	*100%*
M3	M3 Effective Manpower Management Program Administration	F4 Provide technical consulting services in all areas of manpower management to manpower managers, manpower Budget Submitting Offices (BSOs) and OPNAV sponsors	Code 20	Percent of Manpower Management Policies Meeting Effectiveness Criteria Defined in the Manpower Management Policy Effectiveness Matrix Guide	N/A	85%	85%	85%	*92%*
		F5 Provide direct support to CNO central authority to enforce policy or additional technical guidance needed to achieve objectives of total force manpower management	Code 20	Percent of AMD Position Data Meeting Compliance Rules Documented in the OPNAVINST 1000.16 and Activity Manpower Management Guide (AMM-G)	99.7%	99.78%	99.97%	99.96% Distrib 95.83% Non-Dist	*99.5% Distrib* *98% Non-Dist*
		F6 Provide direct support to Chief of Naval Operations (CNO) in managing the Navy Manpower Requirements Program	Code 20	Percent of MRD Policies Meeting Effectiveness Criteria Defined in the Manpower Management Policy Effectiveness Matrix Guide	N/A	85%	85%	85%	92%
M4	M4 Effective Information System (IS) Performance of Manpower Process	F7 Provide functional management support for assigned manpower Automated Information Systems (AIS)	FMO	Percent of Manpower Business RQMT Met by Information System (IS) (TFMMS / NMRS)	72% AMM 51% FMRD	72% AMM 49% FMRD	84% AMM 49% FMRD	85% AMM 54% FMRD	*85% AMM 54% FMRD*

NAVMAC Goals & Objectives

Strategic Goals

Goal 1	Goal 2	Goal 3	Goal 4	Goal 5	Goal 6
Improve Navy manpower products to support a skill-based workforce	Define and structure manpower business requirements to comply with DoD/CNO Information Mgmt (IM) initiatives.	Improve Navy Manpower Requirements Determination Processes and Products to enhance Position Management Line of Business (PMLOB)	Increase visibility, availability, and usability of NAVMAC information	Increase stakeholder confidence in NAVMAC's products and services.	Foster an effective workforce to maximize NAVMAC capabilities

Business Objectives

1.1 Support and complete NPC skill-based taskers 1.2 Develop a Total Force process for conducting Job Analysis. 1.4 Develop a Total Force task-based classification system. 1.5 Develop Universal Task list 1.6 NEC Funding Initiative 1.7 Develop and Implement Survey Capability 1.8 Conduct a NAVMAC /NETC CPI project on NEOS development and usage 1.9 Implement a common framework for governing Total Force Jobs	2.1 Document Activity Manpower Management business requirements (AMM-BURT) 2.2 Document fleet manpower requirements determination business requirements (FMRD-BURT) 2.4 Identify gap between current & projected manpower Information Systems (IS) performance & AMM-BURT 2.5 Identify gap between current and projected manpower IS performance & FMRD-BURT. 2.6 Support Enterprise Information Management (EIM)-Submit SCRs/RIS as needed 2.7 Reduce PII Footprint -Submit SCRs/RIS as needed 2.8 Support ADE/ADW - Submit SCRs/RIS as needed 2.9 Develop Position Management IT Portfolio Transition Plan & submit new initiatives as needed. 2.10 Document shore manpower requirements determination business requirements (SMRD-BURT)	3.1 Improve framework and business requirements for Navy Position Management Line of Business (PMLOB) 3.2 Improve current FMRD factors, allowances, & standards 3.3 Develop new processes to improve how MRD captures work, packages work, optimizes manpower, & models manpower 3.4 Increase currency and effectiveness of Manpower Management policy documents 3.5 Increase MPTE Supply Chain understanding of Navy manpower and the application of manpower solutions across Supply Chain initiatives	4.1 Assess NAVMAC manpower information sources and customer defined criteria to determine usable, accurate manpower information for dissemination 4.2 Assess and implement a means of making NAVMAC information readily available to our customers 4.6 Improve efficiency / effectiveness of and enterprise access to authoritative NOOCS/NEOCS processes & products	5.1 Institutionalize NAVMAC's involvement in acquisition 5.2 Increase manpower product currency 5.3 Fully involve stakeholders in all manpower processes 5.5 Align with Industry Standards 5.6 Execute a brand marketing strategy, with focus on high visibility, high impact projects. 5.7 Increase Accuracy of Manpower Processes * Products 5.10 Update aging aviation staffing	6.1 Assess & align NAVMAC work 6.2 Develop a Results Oriented Work Environment by increasing workforce development 6.3 Identify, establish & publish NAVMAC SOP's in a central location 6.4 Establish NAVMAC's workforce mobility readiness 6.5 Identify and publish sources of educational manpower information

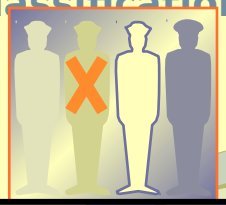
Backup

The MPTE Supply Chain

…all manufacturing processes begin with the demand…

Selection & Classification

"Sorting"



Recruiting

"Gathering Raw Material"

"Assembly & Polishing"

Training

PMO

"Operations"

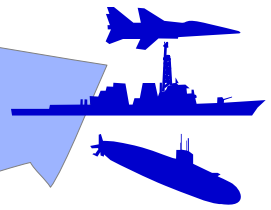
"Defining Demand"

"Shipping/ Delivery"

Distribution & Assignment

"Customer Care"

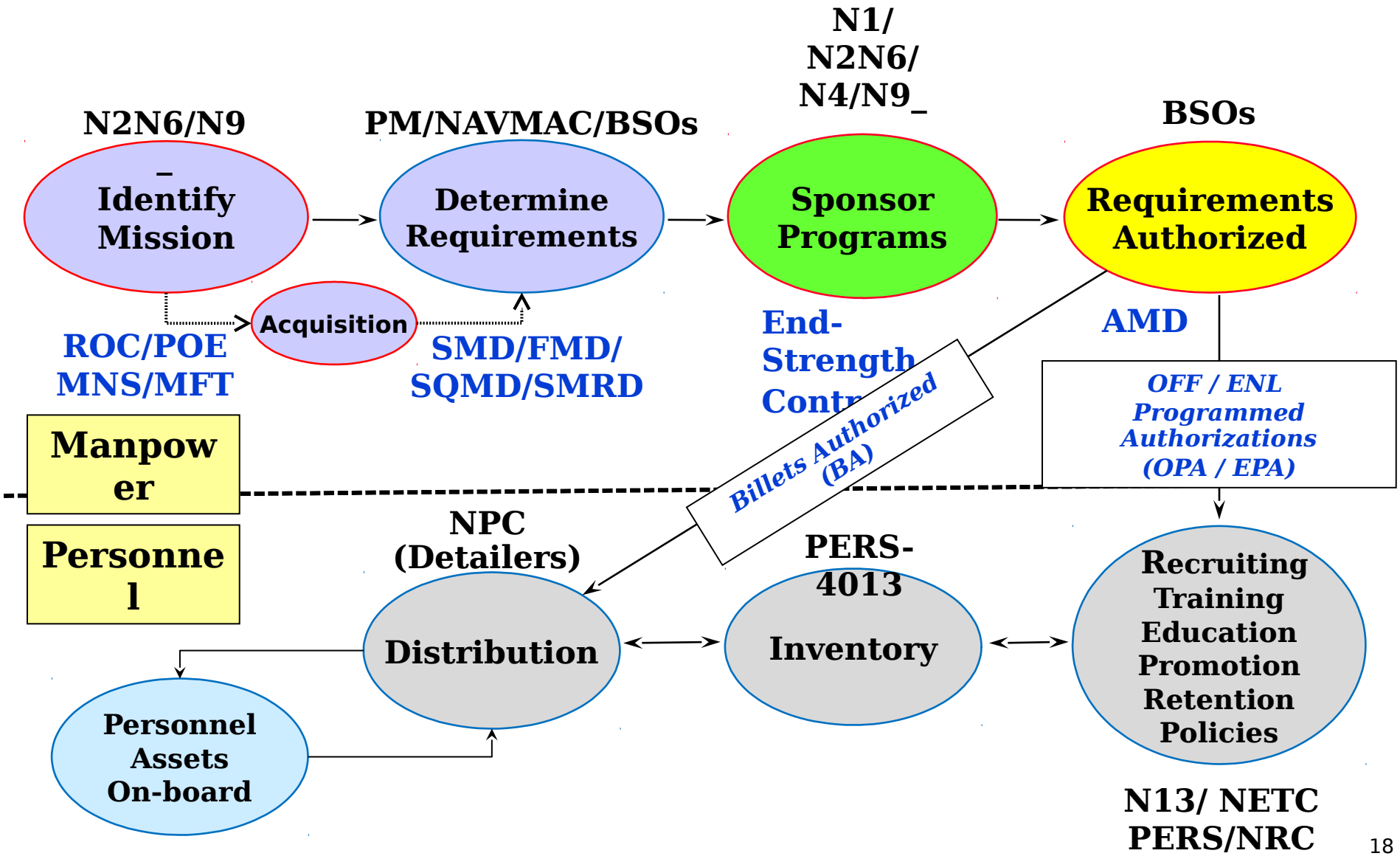
Family & Sailor Care



Delivering Fleet Readiness

Manpower Process Documents

High Level - Integration



Manpower-vs-Manning

NAVMAC's FMRD Field of Operation

...manpower requirements are only a part of the overall picture...

Requirements

Endstrength

Authorization

Personnel

RQMT

Work

ROC/
POE

Classify Work

Work

Classifications

Work

MFT

Initial Manpower Specification

Funding

Authorization

Levels of Risk

NMP

COB

Navy Manning Plan

Current On-board

Places

Controls

Demand

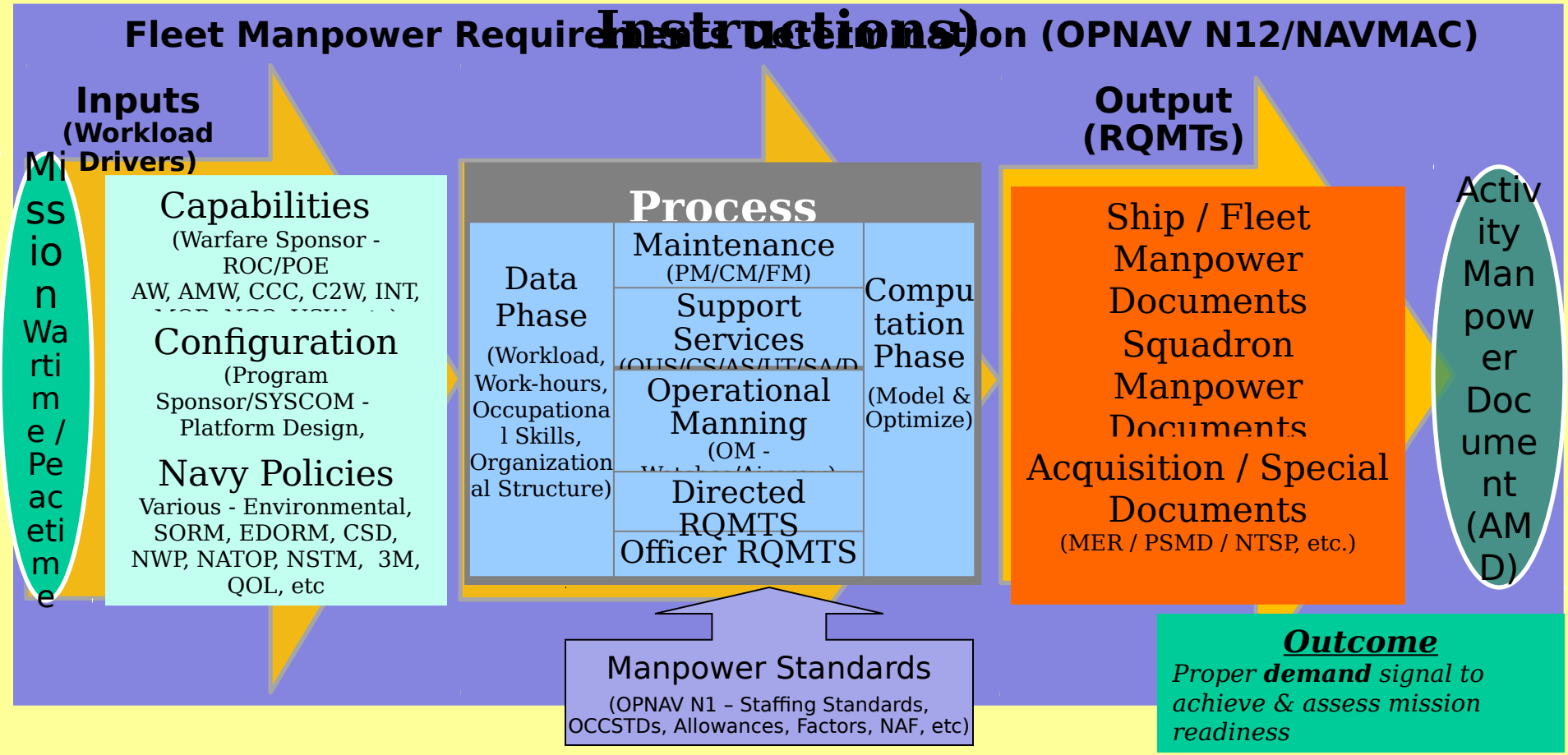
Faces

NAVMAC Direct Work

NAVMAC Support to N12

Fleet Manpower Requirements Determination (FMRD)

Higher Headquarters Controls
(DoD, SECNAV, OPNAV Instructions)



The Key – Changing any of the Inputs will change the Output